

ODP-0-757
9 JUN 1980

MEMORANDUM FOR: Chief, Management Staff, DDA
FROM: [REDACTED]
Chief, Management Staff, ODP
SUBJECT: "Hard" 1980 Unfunded Requirements
REFERENCE: Your memo, dated 2 June 1980, same
subject (DDA 80-0818/3)

ODP does not currently have any "hard" unfunded requirements and none are anticipated during the remainder of the fiscal year. In addition, we do not have any excess non-personal service funds. As mentioned in our previous response on "hard" unfunded requirements, reprogramming approval will be required to satisfy some of our 1980 requirements. The necessary action to obtain reprogramming approval has been delayed in order to assess the 1980 impact of the recent requirement to develop an enhanced CAMS. I plan for the request for reprogramming approval to be forwarded in the next 10 days.

STATINTL

Distribution:

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C/P&BG/MS/ODP, [REDACTED] :caj/4011 6/6/80

STATINTL

STATINTL

DD/A 80-0818/3

2 JUN 1980

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Logistics
Director of Medical Services
Director of Security
Director of Training
Chief, Information Services Staff, DDA

ODP # 2731

STATINTL

FROM: [REDACTED]
Chief, Management Staff, DDA

SUBJECT: "Hard" 1980 Unfunded Requirements

REFERENCE: Multi-adse Memo fm Me dtd 28 Mar 80, Same Subject
(DD/A 80-0818)

1. At the end of March 1980, we asked that you provide us with information regarding 1980 unfunded requirements. We used this information to apprise Don and Bill Hart of our hard unfunded needs and estimated surpluses. We also provided the information to the Comptroller for use in the May Comptroller Meeting. In large part because of the completeness of the information you provided, the Directorate was successful in obtaining funds for nearly all of the hard unfunded requirements we identified.

2. Because the June Comptroller Meeting will be held during the third rather than the fourth week in the month, the Comptroller is asking for input earlier than usual. Accordingly, we will need input from you by close of business 11 June 1980. Input should consist of:

a. Prioritized "hard" unfunded requirements over \$50,000, complete with:

- A description of the requirement;
- An explanation of why it must be accomplished in 1980 and the impact of not doing so;
- The date by which you absolutely must know whether or not funding will be made available to you; and
- The date by which you must actually receive the funds.

All such requirements must meet the definitional test imposed by the Comptroller:

A hard unfunded requirement represents an action or a payment that must be accomplished. It is one in which the Agency does not have the option not to take the action or make the payment.

In each instance where contracting officer support is required to implement your unfunded requirement, you must assure that Chief, Procurement Division, OL, has approved the timing of the action.

b. All budgeted non-personal services funds that are excess to the original purpose for which they were intended.

3. If you have already identified hard unfunded requirements to us subsequent to 22 May, you need only list the requirement and amount. You do not need to repeat the information so long as it was initially complete and still meets the definitional test.

STATINTL

4. Please feel free to call me or [REDACTED] if we can be of assistance.

[REDACTED] STATINTL

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

STATINTL

"Hard" 1980 Unfunded Requirements

FROM:

[REDACTED]
Chief, Management Staff, DDA
7D18 Hqs

EXTENSION

5226

NO.

DD/A 80-0818/3

DATE

2 JUN 1980

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of
Data Processing

TUBE DX-6

2.

ED

3.

DD

4.

C/MS

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6.

7.

8.

9.

10.

11.

12.

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14.

15.

Done 6/9

FORM
3-62

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